

Board Meeting
Wednesday, June 7, 2006
10:00 AM, 4th Floor Auditorium

Members Present:	Lem Stewart, Chairman Tracy Hanger Captain John Furlough Linda Cage	Fred Vincent Chief Michael Neuhard Sheriff Fred Newman Pat Shumate
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Remote: Southwest Virginia

Members Absent:	Bobby McAvoy Chief Frankenstein Denise Smith	David Von Moll Robert Woltz
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Staff Present:	Steve Marzolf, Coordinator Sam Keys, Analyst	Jerry Simonoff Terry Mayo
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1. CALL TO ORDER

Lem Stuart called the meeting of the Board to order at 10:01 a.m. He welcomed everyone to the meeting.

2. APPROVAL OF APRIL MINUTES

Mr. Stewart called for the approval of the April minutes as written. Mr. Fred Vincent made a motion that the minutes be approved for April, and Captain John Furlough seconded the motion. The motion was approval; 8-0-0.

3. FINANCIAL REPORT

Mr. Marzolf addressed the Board. Mr. Marzolf informed the Board that is an accounting error in the expense portion of the report. The figure is not correct, and it is now being corrected. Mr. Marzolf informed the Board that there is \$14,653,428.80 left in the fund balance. Mr. Marzolf said the Board has received the LMU settlement from Cingular, and that it will be resolved in the next 30-60 days. Mr. Marzolf asked for questions from the Board, and there were none.

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf addressed the Board and referred them to the multicolored spreadsheet. Mr. Marzolf informed the Board that there are very little changes for the last two months. The only significant change is that Scott County has deployed Phase II with Alltel. Mr. Marzolf credited Mr. Tim Addington with leading this deployment effort in Scott County.

Mr. Marzolf informed the Board that his staff is still trying to meet and talk with those localities in red (not having requested Phase II). His goal is to have all resolved within the next six months for Phase II deployment. Mr. Marzolf asked for questions from the Board, and there were none.

- **Grant Guideline Development**

Mr. Stewart asked Chief Neuhard, Chairman of the Grant Guidelines Committee, to address the Board about the Grant Guideline Committee. Chief Neuhard said the committee is making great progress. He gave a brief overview of what the committee is doing. Chief Neuhard reminded the Board that the Committee is made up of PSAP localities and major Public Safety Organizations. The Committee had two overnight meetings which met in the afternoon and into the morning. Chief Neuhard said the public participation was very small, and that Southwest Virginia was audio-conferenced in for all meetings. The Committee began the discussion with a “Strawman,” developed by Dorothy Spears-Dean. Chief Neuhard also said they took comments from the Regional meetings recently conducted by Mr. Marzolf and his staff. Chief Neuhard informed the Board that the Committee is on its 4th draft document, and working towards its 5th and that the Grant Guidelines Committee will meet again on June 29 to finalize its results. The Committee will then present its final draft at the July 12, 2006 Board Meeting.

Chief Neuhard informed the Board that the most controversial issue for the Board will be: 1) Continuity – replacement of the equipment, etc.; and 2) Enhancement – if there is money available in the amount requested, up to 20% of the money could go for enhancements. These enhancement grants could be used for recruitment and retention issues. Chief Neuhard said the Committee came up with some draft guidelines for the grant process and how to deal with the grant cycle. They have identified a number of open issues that needs to be completed within the next 30 days in order to come up with a final draft for the July 12th Board meeting.

Chief Neuhard also informed the Board that the Committee is going to recommend a standing grant subcommittee to be formed. This committee would be similar to what is now the make up of the Grant Guidelines Committee; however, it would contain two (2) Board members as oppose to one, with one of those Board member to be the Chair. Chief Neuhard also said the Subcommittee should consist of one at large member, and maybe a VACO representative. He is hoping the Board will move on this recommendation at the July 12, 2006 meeting to fill those positions. Mr. Stewart asked if the Committee could bring some recommendations to the July 12 meeting of who would serve on this Subcommittee. Chief Neuhard said that the Committee would, and that the Committee will also bring forth recommendations for term limits, etc. Chief Neuhard said that everyone on this committee is committed to making this process work. He also commended Dorothy Spears-Dean and the Public Safety

Staff for making this process work.

Mr. Stewart asked if the Board could receive a copy of the “Draft Grant Guideline Document,” and Chief Neuhard said yes.

Mr. Stewart is asking for a copy because VITA is now going through the budget process right now it would be good to get a look at what is proposed. Chief Neuhard also informed the Board that a lot of the process for the grant submission will be automated; however, for the first year cycle it will not be. It is going to have to be paper.

Chief Neuhard told the Board that there is some input the Committee needs from it regarding how to handle the first year. The options include:

Should the Board not offer a FY07 Grant program and distribute funding to PSAPs using existing weighted formula identified in code?

Should the Board compressed schedules for FY07 and FY08?

Should the Board start FY08 on schedule.

Mr. Stewart asked what the Committee thought about the regionalization process – need to look at it rather than a singular issue. Mr. Stewart asked about regionalization in the enhancement process, i.e., is there some temporary funding the localities could explore such as government and state options (funding vehicles). Mr. Stewart asked for thoughts or questions from the public. There were none.

5. OLD BUSINESS

a) FY2005 True-up Reports - Mr. Marzolf informed the Board that Buckingham County, Essex County, Fredericksburg County, Goochland County, Spotsylvania County, and Sussex County are all now complete. Mr. Marzolf is recommending that the Board approve the FY2005 True-up. He advised of a correction in the report from Virginia Beach, which reduces their carryover from FY05 to FY06. Mr. Stewart called for approval of the FY2005 remaining True-ups and the correction. Captain Furlough made a motion that they be approved, and Sheriff Newman 2nd the motion; all approved 8-0-0.

6. NEW BUSINESS

a) Integrated Services Program – Mr. Marzolf wanted to let the Board know that effective the 15th of May, 2006 – VITA had consolidated the Public Safety Communications Division (PSC), Virginia Geographical Information Network (VGIN) and VITA Radio Engineers into the Integrated Service Program. Mr. Marzolf said this consolidation focuses on expanded services to local government and public safety making the services

more consistent and comprehensive. Mr. Marzolf will be leading this group and the existing VGIN staff is now under Mr. Marzolf. Mr. Marzolf also informed the Board that the VGIN section of the Integrated Service Program has hired two new employees whom will be starting within the next couple of weeks. Mr. Marzolf said he is very excited about where the program is going. VITA is looking at enhanced services from this merger to include GIS services and hosted PSAP services. As an example, VITA may be able to host a local GIS database.

Hosted PSAP Services Project – Hosted PSAP service is another item Mr. Marzolf wanted the Board to be aware of, which involves consolidating the backroom PSAP equipment. This consolidation leverages economy of scale, but allows autonomous PSAP operations (24 hour staff will be on hand for these services). This will allow improved interoperability, and improved services. Mr. Marzolf re-iterated that this is not being forced on the localities; however, this is just an option that is available to them that is competitive. Mr. Marzolf also informed the Board that he is not asking the Board for any money, he is merely letting them know for information purposes. Mr. Stewart informed the Board that VITA has been working with State Police with the STARS program. Mr. Stewart said he will keep the Board informed. Mr. Stewart asked for questions from the Board and the Public, and there were none.

7. ADJOURN MEETING OF THE BOARD

Mr. Stewart called for a motion to adjourn the meeting of the E911 Wireless Service Board at 11:04AM. Chief Neuhard made a motion to end the meeting and Pat Shumate seconded the motion; passed 8-0-0.

Respectively Submitted:

(Date)